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For Mr. Moray

Chief, SMES

18 June 1959

Chief, DSCS

Kraft Sulphite Envelopes

1. [] Forms Branch advises that the following standard stocked items will be discontinued as an item of Agency issue and replaced by standard Agency Forms 1138 and 1138A:

<u>S/N</u>	<u>Size</u>	<u>FT 58 Issues</u>	<u>Unit Cost</u>	<u>Total</u>
7530-286-6936	11½ x 8½	422,494	.007	2,957
7530-286-6931	12 x 9½	584,274	.008	4,674
7530-286-6962	15 x 10	506,738	.013	6,588
7530-286-6963	16 x 12	162,024	.015	2,430

2. 1,000,000 each of a revised form 1138A (small) and 500,000 each 1138 (large) are being ordered. They will be authorized for both overseas and Headquarters use. The present form 1138 & 1138A "Agency Chain Envelope" edition 5-57 is NOT a substitute for the envelopes listed in paragraph 1 above. Only the revised forms 1138 and 1138A will be the authorized replacement.

3. Upon receipt of the new revised forms in stock you will be notified to reduce your stock levels to zero. In the meantime it is recommended that your present levels be reduced on the basis that the revised forms are being ordered.

Distribution:

Orig. & 2 - Addressee

2 - SEU

① - Forms Management Br. (attn: [])

1 - DSCS/Chrono

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